



**DEPARTMENT OF DEFENSE
FREEDOM OF INFORMATION DIVISION
1155 DEFENSE PENTAGON
WASHINGTON, DC 20301-1155**

JUN 05 2019

Ref: 18-F-0658

Ms. Beryl Lipton
MuckRock
DEPT MR 50517
411A Highland Avenue
Somerville, MA 02144

Dear Ms. Lipton:

This is in response to your March 13, 2018 Freedom of Information Act (FOIA) request, a copy of which is enclosed for your convenience. We received your request on the same day it was submitted and assigned it FOIA case number 18-F-0658. On March 23, 2018, you clarified your request with Team Lead, Brandon Gaylord, via email that your request pertains to both DARPA Public Affairs materials and responsive materials from DARPA overall. We ask that you use this number when referring to your request.

Please be advised that we are currently processing your request and have tasked the Defense Advanced Research Projects Agency (DARPA), a component of the Office of the Secretary of Defense (OSD), to search for “any and all talking points and similar memorandums, emails, and transcripts providing advice or direction on how to handle the media, media interviews, and statements.” Specifically, you are requesting “any documents, emails or communications with the following phrases in the title or subject line”:

- Talking points
- STMT
- Statement
- Press Strategy

The time frame for this request is November 8, 2016 through March 13, 2018. See enclosures for the full description of your request as well as your clarification email.

After carefully reviewing your request, and tasking DARPA to conduct a search for responsive records, we were advised that additional information is needed. In this instance, your request does not reasonably describe the records you are seeking, making it overbroad and overly burdensome. We need more specifics on the records being sought, such as “policies related to a specific event” or “guidance distributed on a specific type of document.” In other words being specific as possible and providing as much information as possible will help us in locating the records of interest to you, if any exists. Please contact our office by July 16, 2019, with the specified information needed to conduct a reasonable search. Otherwise, we will close your request for not being reasonably described. Therefore, you may of course, submit a new request, providing greater specificity, at any time.

If you are not satisfied with this response, you may contact our OSD FOIA Public Liaison, Darrell Williams, at 571-372-0462 or by email at OSD.FOIALiaison@mail.mil. Also, please note that the Office of Government Information Services (OGIS) offers services to requesters who have disputes with Federal agencies. You may contact OGIS if you have concerns about the processing of your request. Their contact information is provided below:

Office of Government Information Services
National Archives and Records Administration
8601 Adelphi Road-OGIS
College Park, MD 20740
E-mail: ogis@nara.gov
Telephone: 202-741-5770
Fax: 202-741-5769
Toll-free: 1-877-684-6448

We hope the aforementioned information will prove useful to you as you work to formulate a FOIA request that reasonably described the records you seek. If you have any questions or concerns about the foregoing or about the processing of your request, please do not hesitate to contact the Action Officer assigned to your request, Toni Wilkerson, at antoninette.r.wilkerson.civ@mail.mil or 571-372-0429.

Sincerely,

for Adrienne P. Santos
Stephanie L. Carr
Chief

Enclosure:
As stated